



**Agenda Item Number: 2006-2-6A**

## **BERNALILLO COUNTY BOARD OF COUNTY COMMISSIONERS**

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**Meeting Date:** February 14, 2006

**Department:** County Manager **Staff Contact:** Julie M. Baca, Deputy County Manager  
Community Services  
Susan Jones, Special Projects

**TITLE:** Old County Courthouse Master Plan

**ACTION:** Motion to:

1. Award of RFP #05-06-DE to Architectural Research Consultant, Inc. for \$223,700.00 plus \$15,099.75 GRT for the Old Courthouse Project Master Plan and Needs Assessment.
2. Approve the Services Agreement with Architectural Research Consultant, Inc. in the amount of \$223,700.00 plus \$15,099.75 GRT.

### **SUMMARY:**

The Purchasing Department opened proposals for the Old Courthouse mixed-use building project on October 5, 2005. Three (3) proposals were received and evaluated by the Design Services Selection Committee who are recommending award of the project to Architectural Research Consultants, Inc. A summary of committee activities is attached as Exhibit 1.

The work includes development of a Master Plan and Needs Assessment analysis for a mixed-use development project on the old Courthouse site. This initial phase of the project will analyze County space needs, special site requirements and potential mixed-use development for the project. The study will also include an assessment of County building assets and analyze all property costs, including operations and maintenance. The resulting Master Plan and report will provide the basis for subsequent project phases.

### **ATTACHMENTS:**

1. Evaluation Committee Report
2. Contract Agreement with ARC, Inc.

### **FISCAL IMPACT**

Funding source for the Master Plan and Needs Assessment analysis for the mixed-use development project on the old Courthouse site is located in the County Building account BC01-594401-08GS.

### **STAFF ANALYSIS SUMMARY**

#### **COUNTY MANAGER**

The procurement process was followed with the top ranking from Architectural Research Consultant being recommended by the Design Services Selection Committee. I recommend Board approval. TL 1/31/06

## **DEPUTY COUNTY MANAGER FOR COMMUNITY SERVICES**

The proposal submission and interviews of Architectural Research Consultants was concise and professional. This firm has the resources to develop a Master Plan and Needs Assessment Analysis. I recommend Board Approval. JMB 1/25/06

### **LEGAL**

The proposed Agreement contains favorable indemnification and insurance clauses. Approved as to form. JSL 2/1/-6

### **FINANCE**

<b>Budget</b>	Funding is available for the master plan and needs assessment analysis for the mixed-use development project on the old Courthouse site in the County Building account BC01-594401-08GS. Maria Zuniga, Financial Projects Coordinator 1/25/06
<b>Purchasing</b>	Proper purchasing procedures have been followed for the selection of Architectural Research Consultants, Inc. Recommend approval. Dinah Esquivel, Purchasing Administrator. 1/31/06
<b>Contracts</b>	Contract Control Number 2006-0033 has been issued for the Agreement between the County and Architectural Research Consultants, Inc. Dinah Esquivel, Purchasing Administrator. 1/31/06
<b>Risk Management</b>	The Contractor shall provide a certificate of insurance naming the County as an additional insured with the like kinds and amounts of insurance referenced in Section 8 of the Agreement. David A. Baca, Risk Management Administrator. 2/1/06